



STATE OF MARYLAND
MILITARY DEPARTMENT
FIFTH REGIMENT ARMORY
BALTIMORE, MARYLAND 21201-2288

MDNG-AG-HRO (310-1q)

1 July 1997

HRO POLICY/GUIDANCE LETTER #26

SUBJECT: Military Education Program (MEP) and Professional Development Program (PDP) for Active Guard/Reserve (AGR) Soldiers, Maryland Army National Guard

SEE DISTRIBUTION

1. Reference NGB-ARP-PE, All States Log Number P94-0054 dtd 9 Sep 94, Subject: Army National Guard Enlisted Leader Development Requirements.
2. APPLICATION: This policy letter applies to all Maryland Army National Guard members on a Title 32 Active Guard Reserve (AGR) Tour.
3. PURPOSE: This letter revises policy as it relates to the Professional Development Program (PDP). Military Education Program (MEP) for AGR soldiers of the Maryland Army National Guard remains unchanged. The enclosed information will help prepare all enlisted leaders for operational assignments and promotion in the evolving Select-Train-Assign-Promote policies.
4. GOAL: The goal of this program is to provide a highly qualified cadre of full-time support (FTS) soldiers to upgrade the readiness of Maryland Army National Guard units.
5. Provisions outlined below are National Guard Bureau (NGB) policy. These provisions will be incorporated in appropriate National Guard regulations as these publications are revised and updated.

This HRO Policy/Guidance Letter supersedes HRMO Policy/Guidance Letter #26 dated 1 December 1994, same subject.

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6. AGR NCOES requirements for tour continuation is eliminated.
7. GENERAL: The following guidance establishes the ARNG Leader Development Institutional Training requirements (NCOES, WOES and OES) and linkage to promotions. This supersedes existing NGB policies on NCOES, AGR OES and WOES and promotion linkage. Effective 31 August 1994, the following applies for promotion:

a. Soldiers must complete the following Professional Development Courses to prepare for operational assignments at the next level of responsibility:

SPC/CPL	complete	AC-PLDC	(See Note 1)
SGT	complete	AC-BNCOC	
SSG	complete	AC-ANCOC	
SFC	complete	AC-ANCOC	(if not already completed)
MSG/1SG	complete	USASMC	(See Note 2,3)

*NOTES

1. SPC/CPLs entering the AGR program without credit for PLDC and who are selected for training and promotion must, through 31 March 1995 attend AC-PLDC for credit. Effective 1 April 1995, Active Guard Reserve (AGR) soldiers may complete either AC or RC PLDC.
2. Must complete (or be enrolled in) the USASMC so promotion occurs before 54th birthday. NO WAIVERS ARE AUTHORIZED.
3. A conditional promotion is permitted if the soldier is selected by the NGB Selection Board and is scheduled for training. If promoted, selectee must enroll in and graduate from the USASMC within the time frames of the course selected to attend. (DA 351-4 and AR 351-1). If these conditions are not met, the promotion is a nullified (did not legally exist), promotion orders will be revoked, and payment in the higher grade may be recouped. Time served in the higher grade will not count for any purpose.
- a. Former officer who without a break of service, enlist in a PMOS directly related to the basic or advanced branch course they completed, credit them with BNCOC for OBC, and ANCOC for

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OAC. If the OBC or OAC is not directly related to the soldier's current MOS, grant no credit. For instance, for former infantry officers with PMOS 11B, C, H or M credit them with BNCOC for Infantry OBC, and ANCOC for Infantry OAC.

b. NCOES course conducted with the Navy, Air Force and Coast Guard are not creditable for Army NCOES requirements. Marine Corps resident NCO courses will be credited at the same level based on rank.

8. PREREQUISITES: AGR soldiers will complete only AC Courses unless authorized otherwise by NGB-ARO-TI. Rules for requesting constructive credit will be accomplished by completing a DA 4187 (Personnel Actions) through NGB-ARO-TI along with a copy of DA Form 2-1 and DA Form 1059. Soldier must:

a. Be on promotion eligibility list for a current or projected vacancy.

b. Meet the prerequisites in AR 351-1, DA Pam 351-4 and ATRRS.

c. Meet AR 600-9 standards.

d. Hold PMOS for the MTOE or TDA position to which assigned.

e. Graduate from or receive credit for the previous level of NCOES.

f. There is no alternate training option. AGR soldiers who completed the alternate program (RC-NCOES and Battle Skills Course) prior to 1 July 1986, remain qualified for promotion from the rank held at the time of completion of the program. However, soldiers reduced for failure to apply for or complete training requirements based on their own act, omission or failure of standards, and who are later considered for promotion must meet current requirements.

g. Command Sergeant Majors must have completed or complete the Command Sergeant Majors course NLT 18 months after appointment to Command Sergeant Major.

9. RECRUITING AND RETENTION PERSONNEL. CMF 79 SSGs selected for training and promotion who are not AC-ANCOV graduates will attend

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recruiting and retention ANCOC. AGR's must complete the AC resident course at the National Guard Professional Education Center (NGPEC).

10. REQUIREMENT FOR AGR SOLDIERS TO ATTEND MOS RESIDENT COURSE. The Military Education Program (MEP) requirement for AGR soldiers must be completed within 12 months upon entry into the AGR Program or upon reassignment. AGR soldiers must become MOS qualified in their assigned DMOS. MOS qualification must be obtained through attendance at the appropriate active component MOS resident course, however, attendance at a reserve component school is authorized provided the reserve component school is TRADOC approved, course issues a DA 1059 and can be completed within the allocated 12-month time frame.

11. PROFESSIONAL EDUCATION CENTER (PEC) COURSES. Excluding the AC-ANCOC Recruiting/Retention Resident Course, all other courses are designed to familiarize the full-time support individual with the National Guard requirements on the job for which he/she is hired. NGPEC courses are essential to the educational development of our full-time force, but they are not mandatory for promotion or continuation of employment as part of the MEP for the AGR soldier. However, AGR soldiers should be highly encouraged to attend whenever possible.

12. All requests for attendance at MOS/NCOES Resident Courses must be put on priority listing, logged into ATRRS, and a copy of 350-11 furnished to HRO and DPOT.

AGR OFFICER AND WARRANT OFFICER PROMOTION POLICY

1. Warrant Officers:

a. WO1, within two (2) years of appointment, must be DA proponent certified through completion of the DMOS Warrant Officer Technical/Tactical Certification Course (WOTTCC) or the receipt of proponent constructive credit for certification in order to maintain Federal recognition as a Warrant Officer and before promotion to CW2.

b. CW2s are not authorized to attend resident AC specific DMOS Senior Warrant Officer Training (SWOT) until they have completed three (3) years time in grade. Exceptions to this

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policy may be requested in accordance with NGR 600-101, paragraph 7-10a. Warrant Officers are exempt from attending SWOT if they have accomplished any of the following courses:

(1) The resident Warrant Officer Advance Course (WOAC).

(2) The non-resident WOAC, provided the enrollment date was prior to 1 August 1985 with active continuous enrollment through course completion.

c. Completion of SWOT (WOAC) is a prerequisite for promotion to CW3 and for enrollment in subsequent Warrant Officer training courses.

2. Commissioned officers will complete the following courses for promotion:

a. Second Lieutenant - Complete AC or RC Branch Officer Basic Course (BOBC) in residence.

b. First Lieutenant - No requirement beyond AC/RC-BOBC. Attendance at AC-RC Branch Officer Advance (BOAC) is authorized.

c. Captain - Complete AC-RC Officer Advanced Course (BOAC) in residence.

(1) Combined Arms and Services Staff School (CAS3) will be required for promotion effective 1 October 1994.

(2) Captains with a DOR after 30 September 1987 must complete CAS3 in order to be eligible for enrollment in Command and General Staff Officer Course (CGSOC) (This became effective 1 October 1991).

(3) CAS3 becomes a prerequisite for enrollment in CGSOC effective 1 October 1993.

(4) CAS3 may be completed by any available options.

d. Major - 50% of Command General Staff Officer College (CGSOC) (any option).

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e. Lieutenant Colonel - Completion of CGSOC (any option).

FOR THE ADJUTANT GENERAL:

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